

**CITY OF SANTA BARBARA
AIRPORT COMMISSION**

M I N U T E S

CALL TO ORDER

The Regular Meeting on Wednesday, May 18, 2011 was called to order at 7:00 p.m. in the Airport Administration Conference Room at 601 Firestone Road, Santa Barbara, CA.

ROLL CALL

Airport Commissioners: **John Clark**
 Chris Colbert
 William Gilbert
 Kirk Martin
 Bruce Miller
 Scott Tracy

Absent: **Patricia Griffin**

Staff: **Hazel Johns**, Assistant Airport Director
 Tracy Lincoln, Airport Operations Manager
 Rebecca Fribley, Sr. Property Management Specialist
 Mabel Shatavsky, Airport Commission Secretary

PUBLIC COMMENT

1. No one wished to speak.

NOTICES

2. That the Lease Review Sub Committee meeting scheduled for Thursday, May 5 was cancelled.
3. That the Ordinance Sub Committee met on Thursday, May 5, at 1:30 pm in the Airport Administration Building, 601 Firestone Road, Santa Barbara, CA.
4. That on Wednesday, May 11, 2011 at 5:00 p.m., the Airport Commission Secretary duly posted this agenda on the bulletin board at Airport Administration.

ACTION: Presented

MINUTES

5. SUBJECT: MINUTES

RECOMMENDATION: That Commission waive the reading and approve the minutes of the meeting of Wednesday, April 20, 2011.

ACTION: Motion/Second for approval of the minutes by Commissioners Gilbert/Miller.
Unanimous voice vote (Absent: Commissioners Colbert and Griffin).

CONSENT CALENDAR

LEASE AGREEMENTS (Existing Tenants):

6. SUBJECT: LEASE AGREEMENT – DOUG BLACK MASONRY

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Doug Black Masonry, a Sole Proprietorship, for 1,960 square feet of unpaved land, at 6105 Francis Botello Road, at the Santa Barbara Airport, effective May 1, 2011, for a monthly rental of \$294.

Approved the recommendation; Agreement No. 201133

7. SUBJECT: LEASE AGREEMENT – WENDY BREAKSTONE LADD, DBA THE FABRIC QUARTER

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute the following month-to-month Lease Agreement with Wendy Breakstone Ladd, a sole proprietor, dba the Fabric Quarter for 264 square feet of office and storage space in Building 258, Unit D, at 629 Norman Firestone Road, at the Santa Barbara Airport, effective June 1, 2011, for a monthly rental of \$327, exclusive of utilities.

Approved the recommendation; Agreement No. 201134

8. SUBJECT: LEASE AGREEMENT – NORTHROP GRUMMAN SYSTEMS CORPORATION ASTRO AEROSPACE

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Northrop Grumman Systems Corporation Astro Aerospace, a Delaware Corporation, for 1,560 square feet of storage space, in Building 251 at 400-C Robert Marxmiller Place, at the Santa Barbara Airport, effective June 1, 2011, for a monthly rental of \$1,108, exclusive of utilities.

Approved the recommendation; Agreement No. 201135

9. SUBJECT: LEASE AGREEMENT – SPITFIRE FLIGHT SCHOOL AVIATION, INC., DBA SPITFIRE AVIATION

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Spitfire Flight School Aviation, Inc., a California Corporation, for 986 square feet of office and storage space in Building 122, at 302 William Moffett Place, at the Santa Barbara Airport, effective June 1, 2011, for a monthly rental of \$927, exclusive of utilities.

Approved the recommendation; Agreement No. 201136

10. SUBJECT: LEASE AGREEMENT – TRISEP CORPORATION, INC.

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with TRISEP Corporation, Inc., a California Corporation, for 1,521 square feet of storage space in Building 268, at 301 John Donaldson Place, at the Santa Barbara Airport, effective June 1, 2011, for a monthly rental of \$1,117, exclusive of utilities.

Approved the recommendation; Agreement No.201137

11. SUBJECT: LEASE AGREEMENT – ENSEMBLE THEATRE COMPANY, INC.

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Ensemble Theatre Company, Inc., a California Non-Profit Corporation, for 2,223 square feet of storage space, in Building 314 at 101-D Dean Arnold Place, at the Santa Barbara Airport, effective June 1, 2011, for a monthly rental of \$1,698, exclusive of utilities.

Approved the recommendation; Agreement No. 201138

12. SUBJECT: LEASE AGREEMENT – C. WILLIAM NORTON, DBA SOUTH COAST LANDSCAPE

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with C. William Norton, a Sole Proprietor, dba South Coast Landscape for 516 square feet of Building 2018 and 3,956 square feet of land at 6196 Wallace Becknell Road, at the Santa Barbara Airport, effective June 1, 2011, for a monthly rental of \$992, exclusive of utilities.

Approved the recommendation; Agreement No. 201139

13. SUBJECT: APRIL 2011 PROPERTY MANAGEMENT REPORT

RECOMMENDATION: That Airport Commission receive the Airport Property Management Report.

Commissioner Tracy stepped down for this item due to a conflict of interest.

ACTION: Motion/Second for approval of the consent calendar by Commissioners Miller/Gilbert. Unanimous voice vote (Absent: Commissioners Colbert, Griffin and Tracy).

LIAISON REPORTS

City of Santa Barbara Liaison Councilmember Frank Hotchkiss

City of Goleta Liaison Councilmember Roger Aceves

ACTION: Councilmember Aceves presented his report.

Commissioner Colbert entered the meeting at 7:10 p.m.

COMMISSION MATTERS

14. SUBJECT: AIRPORT COMMISSION MEETING TIME

RECOMMENDATION: That Commission review a recommendation from Commissioner Griffin to consider changing the Airport Commission meeting time.

ACTION: Airport Commission recommends that this item be postponed until the full Commission is present. Motion/Second for approval by Commissioners Miller/Martin. Unanimous voice vote (Absent: Commissioner Griffin).

ADMINISTRATIVE REPORTS

15. SUBJECT: AIRPORT ORDINANCES AND RULES

A. Review and recommend City Council adopt an ordinance amending Title 18 of the Santa Barbara Municipal Code pertaining to operations at the Santa Barbara Airport; and

B. Review and recommend City Council adopt a resolution adopting rules and regulations pertaining to restricted areas in the Santa Barbara Airport.

ACTION: Airport Commission recommends that City Council adopt:

A. An ordinance amending Title 18 of the Santa Barbara Municipal Code; and

B. A resolution adopting rules and regulations pertaining to restricted areas in the Santa Barbara Airport.

Motion/Second for approval by Commissioners Clark/Gilbert. Unanimous voice vote (Absent: Commissioner Griffin. Abstention: Commissioner Tracy).

16. SUBJECT: NOISE ABATEMENT PROGRAM

RECOMMENDATION: That Commission receive an oral report on the Airport's Noise Abatement Program – Tracy Lincoln, Airport Operations Manager

ACTION: Presented

DIRECTOR'S REPORT

17. A. Airport Operations

- Passenger Count
- Aircraft Operations
- Air Freight

B. Programs

1. Air Service
2. Communications Program
3. Master Plan RFQ

4. Property Management
 5. Airline Terminal Public Arts Program
 6. Airline Terminal Grand Opening Events
- C. Capital Projects
1. Airport Terminal Improvement Project

ACTION: Presented

AIRPORT COMMISSION MEETING - JUNE

Airport Commission recommends that the regular Airport Commission meeting scheduled for Wednesday, June 15, 2011 at 7:00 p.m. be cancelled due to special events scheduled the week of June 13, 2011.

ACTION: Motion/Second for approval by Commissioners Tracy/Martin. Unanimous voice vote (Absent: Commissioner Griffin).

A special Airport Commission meeting will be held on Wednesday, June 8, 2011.

ADJOURNMENT

8:40 p.m., on order of Chair Martin.

Karen Ramsdell, Airport Director

Mabel Shatavsky, Commission Secretary